

02/26/2009

6:00 PM

Waimea Elementary
School Cafeteria

Hawaii Public Housing Authority

Meeting called by:	HPHA	Type of meeting:	Community Meeting
Facilitator:	Stephanie Fo	Note taker:	Mark Sayers

Timekeeper:

Attendees:

Stephanie Fo, Board Rep – Clarissa Hosino, Representative, Bruce Vitulli, Charlene Sohriakoff, Mark Sayers, Bill Racoma, Officer Ken Walker, Police Chief James Sanborn – HPD, Council Member Pete Hoffmann

Tenants of Noelani I & II Project, Ke Kumu Elua & Ekolu

Please read: N/A

Please bring: N/A

Minutes

Agenda item:	Playground Signs	Presenter:	Tenant
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Discussion:

Need to install Children at Play playground signs.

Conclusions: One street sign already in place. Two additional signs installed. One facing opposite so both way street traffic are able to see the signs. One more placed inside of the project at the speed bump.

Action items	Person responsible	Deadline
✓ Completed	AMP 46	02/28/2009
✓		

Agenda item:	Pest Control	Presenter:	Tenant
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Discussion:

Ke Kumu Project - Lots of rats and roaches – need traps.

Noelani Project – Problem with roaches and spiders.

Conclusions: Management will provide sticky traps, etc. for pests. Tenants are also responsible for basic house keeping to minimize pest.

Action items	Person responsible	Deadline
✓ Rodent control started at Ke Kumu Ekolu.	AMP 46	Complete
✓ Purchase Order for stocking on pest control supplies	AMP 46	Duration

Agenda item: Children at Play signage / Playground

Presenter: Tenant

Discussion:

Tenants would like signage near entrance of project and bordering roads; that informs drivers of children playing in the area. Also a playground area for Noelani Projects because there are kids playing in the parking lot.

Conclusions: AMP will get signs for both Noelani Project and Ke Kumu project.

Playground at Noelani is not possible – no space available. Parents should be supervising their children while at play

Action items	Person responsible	Deadline
✓ Signs installed	AMP 46	12/31/2008
✓		

Agenda item: Wireless Door Chimes & Screen Doors

Presenter: Tenant

Discussion:

Tenants want screen doors.

Door chimes for Noelani I Projects.

Conclusions: Will allocate these items in the next fiscal budget.

Action items	Person responsible	Deadline
✓ Price door chimes and screen doors and complete PO requisition	AMP 46	Unknown
✓		

Agenda item: Common Area Notices – Translated

Presenter: Tenants

Discussion:

Tenant's request that Notices in common areas, such as laundry rooms, to be translated into the languages of the dominant presence of the community's different ethnicities.

Conclusions: Will have the Notices Translated and Posted.

Action items	Person responsible	Deadline
✓ Send out Notices for Translation	AMP 46	05/01/09

Agenda item: New Appliances for Laundry Room @ Noelani II

Presenter: Tenants

Discussion:

Tenant's request that the heater for the Laundry room be replaced because there is no hot water available for washing.

Conclusions: The hot water heater is not working, and needs to be replaced

Action items	Person responsible	Deadline
✓ Complete bids for high capacity heater and complete P.O.	AMP 46	08/01/09 FY 10

Agenda item: Re-striping of Parking Lot @ Noelani Project

Presenter: Tenants

Discussion:

Tenants would like to have the Parking lot at the Noelani Project re-striped to enlarge the stalls for oversized vehicles.

Conclusions: Currently at this time Management does not feel this is necessary and beneficial for the community. The parking lot was striped two times and the lot has lost six stalls due to re-striping and ADA stalls.

There is one stall that is available for oversized vehicles. Will get the communities input at the next resident meeting.

Action items	Person responsible	Deadline
✓ Hold a Resident Meeting for Noelani I and II Project	Mark Sayers	05/01/09
✓ Assign Stall (Re-paint/Re-Label Stall)	AMP 46	06/01/09

Agenda item: Parking Lot Committee @ Noelani Project

Presenter: Tenants

Discussion:

Tenants were concerned about the Parking Lot Committee Member who is giving out "un-warranted citations"; there was a petition to remove him off the committee, and is wondering why the member is still on the committee.

Conclusions: Management addressed the petition w/ the member of whom the petition was in regards to, and addressed the communities concern with that person's action.

The volunteer will remain on the committee, as long as he is upholding Managements direction on proper protocol in citing vehicles.

Action items	Person responsible	Deadline
✓ NO Action Needed	Mark Sayers	Completed
✓		

Agenda item: Late Night Guest / Visitors

Presenter: Tenants

Discussion:

There are concerns of Tenants who have guest that are coming over at early hour mornings (1am/2am) causing disturbances because of the car noises, shuffling around when going to the unit; as well as other unknown persons coming onto the property and creating disturbances.

Conclusions: Resident Officer Ken Walker is planning on conducting a Neighborhood watch training program for Waikoloa and Waimea Communities; expected to commence in May.

Action items	Person responsible	Deadline
✓ Train interested residents for the Neighborhood Watch Program	Officer Walker / AMP46	06/01/09
✓		

Agenda item: ADA Unit Pull Stations – Noelani Project

Presenter: Tenant

Discussion:

Incident where current tenant living in ADA unit w/ a "Pull Station", was unable to get help because the pull station was inoperable.

Conclusions: Pull stations are inoperable and will be removed. Informed tenant that these are not functioning "call for aid" applications.

Action items	Person responsible	Deadline
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✓ Remove all pull stations from ADA units

AMP 46

05/01/09

Agenda item: Tenant Charges

Presenter: Tenants

Discussion:

Tenants are concerned about getting charged when maintenance repairs or replaces items in their units.

Conclusions:

Management informed them that normal wear and tear items will not be charged; items that are of neglect or abuse will be charged. Tenants are responsible for replacing light bulbs in their home; however maintenance will replace the four foot fluorescent light bulbs at no cost.

Tenants are encouraged to call anytime any maintenance is needed and not accumulate repairs.

Action items	Person responsible	Deadline
✓ Memo will be sent out to the projects to re-iterate matter.	AMP 46	04/01/09
✓		

Agenda item: Tenant of Noelani II A0102

Presenter: Tenant of A0102

Discussion:

Range hood is rusty and old and fan is noisy. Management is aware of the problem and has not fixed it.

Conclusions: Parts in stock. Repairs are in order and parts are specific to units.

Action items	Person responsible	Deadline
✓ Replace range hood	AMP 46	Completed
✓		02/27/2009

Agenda item: Utility Checks

Presenter: Tenant

Discussion:

Why are utility checks taken away

Conclusions: Utility checks are given to those who are under income. It's straight across the board that unless It's a mixed family that 30% of income will be counted for rent calculations.

Action items	Person responsible	Deadline
✓ No Action Needed		
✓		

Agenda item: Resident Associations

Presenter: Tenants

Discussion:

What is going on with the Noelani I and II Resident Association, project currently has an incomplete Association.

Conclusions: Nominations already received. Elections will be held after completing outgoing board member business.

Action items	Person responsible	Deadline
✓ Hold Elections	AMP 46	05/01/09

✓

Agenda item: Criminal Activity

Presenter: Tenant

Discussion:

Families that are doing crimes should be evicted.

Conclusions: Management will be working on evicting families that are violating the rules of the Rental Agreement.

If the crime falls under HUD's standards for non-renewal for Leases we will work on getting families evicted.

Action items	Person responsible	Deadline
✓ Review the HUD standard for disallowed criminal backgrounds	AMP 46	Continual

✓

Other Information

Special notes:

Tenants should expect and are allowed to request from the Management office the PHA 5 year plan.
